



Verification	Originator	Approved	Issued
Initials	ST	ST	ST
Date	8/29/2014	12/10/2014	12/15/2014

Title: COFL-FF-ED-4.3.3-4 Objectives, Targets, and Programs Action Plan – Fuel Use Reduction

Document Name: Fuel use reduction Start Date: February 27, 2014 Date Fully Completed: December 2020	Facility Affected: Citywide Related Significant Aspect or Legal and Other Requirement: Fuel consumption
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1.0	Person Responsible for Overall Action Plan: Program Manager
2.0	Goal Statement: Reduce fuel consumption and maximize efficiencies in City vehicles and equipment.
3.0	Objective: 1. Achieve a 20% fuel reduction by 2020.
4.0	Measurable Target and completion date: 1. Perform driver energy conservation awareness training program (Defensive Driving/Smith System Training) commencing June 2015. 2. Commence GPS technology implementation by January 2015. 3. Perform utilization study by October 1, 2014.



	4. Conduct a baseline idle study by April 1, 2014.
5.0	Strategy: <ol style="list-style-type: none"> 1. Develop a conservation plan that will reduce fuel consumption. 2. Define baseline fuel consumption on a monthly basis; analyze fuel use projections with actual "before & after" consumption data upon project completions to determine change/progress towards objective. 3. Replace vehicles and equipment with hybrid and lower CO₂ emitting vehicles

6.0 Program Plan

Task	Responsible Individual	Implementation Schedule	Date Task Completed	Comments
Target 1: Enforce City Idling policy.				
1. Establish a driver energy conservation awareness training program (Defensive Driving/Smith System Training).	Program Manager	12/1/14 – 11/30/15	1/30/15	Completed
2. Train staff to track/monitor idle reports and develop quarterly reports.	Program Manager	3/1/14 – 9/1/14	9/1/14	Completed
3. Conduct baseline idle study	Program Manager	3/1/14 – 4/1/14	4/1/14	Completed



Task	Responsible Individual	Implementation Schedule	Date Task Completed	Comments
4. Commence GPS technology implementation.	Program Manager	6/1/14 – 12/1/16	6/1/14	Completed
5. Research driver behavior enhancement technology.	Program Manager	10/1/15 – 10/1/16		
Target 2: Expand replacement of City fleet vehicles with hybrid and alternative fuel low CO2 emitting vehicles.				
1. Establish “Green Team” sub-group to research viable alternative fuel sources.	Assistant Director, Public Works Department – Sustainability Division	7/1/14 – 12/1/14	11/2014	Completed
Target 3: Analyze Fleet				
1. Perform feasibility study to incorporate a fleet sharing program using existing vehicles to reduce mileage cost.	Program Manager	10/1/14 – 10/1/15	10/2015	Completed
2. Perform utilization study to right-size fleet	Program Manager	4/1/14 – 3/1/16	6/2014	Completed
3. Incorporate fuel efficiency and fuel source in fleet replacement analysis.	Program Manager	2/1/14 – 10/1/14	10/1/14	Completed
4. Integrate sustainability and best management practice for each City function involving Fleet vehicles.	Program Manager	10/1/15 – 10/1/18		The Program Manager resigned and we are in the process of replacing this person. Until the Program Manager is in place, this is on hold.



7.0	Monitoring and Measurement Activities and Frequency: Fuel consumption data will be monitored each month, beginning with the 2010 baseline and trending to current as possible.
8.0	Reference to Related Procedures/Work Instructions/Tracking Spreadsheets: Idle reports, MPG reports, and fuel consumption reports.
9.0	Training Needs: Perform driver energy conservation awareness training program.
10.0	Environmental Policy Commitment: Strive to continually reduce fuel consumption with the objective of meeting or exceeding fuel reduction goals. Educate our employees.
11.0	Importance Relative to other Objective & Target Action Plans:
12.0	Comments regarding current progress toward completion: On Target
13.0	Management Review Dates: 11/5/14, 1/30/15, 5/7/15, 8/31/15, 2/26/16
14.0	Has Senior Management approved the resources necessary to implement this Objective and Target Action Plan? YES
15.0	Date of Senior Management approval: 11/5/14, 1/30/15, 5/7/15, 8/31/15, 2/26/16

16.0 Revision Table

Rev. No.	Date	Revised by	Description
001	6/2/16	M. Johnston	Updated one date based upon discussion with Program Manager.
002	7/21/16	M. Johnston	Updated status of Program Manager position